



**Regular meeting of the Foundation Board
Minutes for Wednesday, December 1, 2021
12PM to 2PM**

Meeting Participants

Voting Board Members Present (21 members)

Christine Anderson (Chair), Bill Chunowitz, Peggy Cravens, Carol Bell Dean, Marge Dodge, Carol Fragen, Barbara Fromm, Jim Greene, Paul Hinkes, Peggy Jacobs, Jim Johnson, Dale Landon, Thomas Minder, Joanne Mintz, Barbara Foster Monachino, Rob Moon, Diane Rubin, Jane Saltonstall, Leslie Usow, Jim Williams and Jake Wuest

Non-Voting Board Members Present

Catherine Abbott, Kim Dozier, Martha Garcia, Amaris Guzman and John Ramont

Board Members Not Present

Norma Castaneda, Donna MacMillan, Marlene O'Sullivan, and Bonnie Stefan

Guest(s) & Staff

Maria Avalos, Faviola Becerra (student), Gailya Brown, Tessie Cervantes, Liz Chambers, Matt Durkan, Jessica Enders, Juli Maxwell, Amanda McCarthy, Mac McGinnis, Lizbeth Ouellette (Student), Miguel Pena, Kirstien Renna and Jocelyn Vargas

Recorder

Eve-Marie Dehondt

Meeting Minutes

1. Call to Order/Roll Call

1.1 Call to Order

The meeting was called to order at 12:01 PM.

Peggy Cravens joined the meeting at 12:05PM. Peggy Jacobs joined the meeting at 12:07PM. Jake Wuest left the meeting at 2PM.

2. Approval of Agenda

2.1 Approval of Agenda: Foundation Board of Directors Regular meeting of December 1, 2021: Pursuant to Government Code Section 54954.2(b)(2), the Board may take action on items of business not appearing on the posted agenda, upon a determination by a two-thirds vote of the members of the legislative body present at the meeting, or, if less than two-thirds of the members are present, a unanimous vote of those members present, that there is a need to take immediate action and that the need for action came to the attention of the local agency subsequent to the agenda being posted as specified in subdivision (a).

2.2 Confirmation of Agenda: Approval of Agenda for the Board of Directors regular meeting of December 1, 2021 with any addition, correction or deletions.

Christine Anderson asked to switch agenda item 9.4 "**Bond Oversight Committee Annual Report**", to include it under agenda item 8.2.1 "Executive Director Report."

Tom Minder asked to add a discussion on the **Student Emergency Fund Balance**. This will be added as agenda item 9.5.

2.2 Conclusion

Bill Chunowitz moved to approve the agenda as updated, Jake Wuest seconded. Motion carried.

2.2 Follow-up Items	2.2 Task of	2.2 Due by
None	None	None

3. Approval of Minutes

3.1 Approval of October 27, 2021 Foundation Board of Directors Meeting planning session Minutes

Barbara Fromm moved to approve the minutes as presented, Carol Fragen seconded. Motion Carried.

Rob Moon recused himself.

3.1 Follow-up Items	3.1 Task of	3.1 Due by
None	None	None

4. Comments from the Public

4.1 Comments from the Public: In accordance with Assembly Bill 361 and guidance from the California Department of Public Health on gatherings, remote public participation is allowed. Questions will be accepted by email to codfoundation@collegeofthedesert.edu and read into the record during public comment. Persons who wish to speak to the Board on any item not already on the agenda may do so at this time. There is a time limit of three (3) minutes per person and fifteen (15) minutes per topic, unless further time is granted by the Board. This time limit will be doubled for members of the public utilizing a translator to ensure the non-English speaker receives the same opportunity to directly address the Board, unless simultaneous translation equipment is used. Requests should be directed to the Foundation as soon in advance of the Board meeting as possible

There were no comments from the public and no member of the public was present.

5. Mission Moment

5.1 Student testimonials

Students Faviola Becerra and Lizbeth Ouellette provided a presentation on their involvement with the in the Childcare Education program.

5.2 Presentation from Early Child Education Center Director (Maria Avalos)

Maria Avalos, Director of the Childcare Development Center at College of the Desert, provided a presentation on the Childhood Education program.

5. Follow-up Items	5. Task of	5. Due by
None	None	None

6. Consent Agenda Items

Consent Agenda: Blanket Motion: All Consent items were voted on in one motion. Any Board Member may request that any item(s) be moved to the Action Agenda.

6.1 Approve the Financial Statements for period ended September 30, 2021

Kirstien Renna provided a presentation to the Board at the request of Board members, and she and Catherine Abbott responded to questions from Board members. Approval of Financial Statements will no longer be added to the Consent Agenda, to allow for a full presentation to the Full Board.

6. Conclusion

Tom Minder moved to approve the consent agenda, Bill Chunowitz seconded. Motion carried.

6. Follow-up Items

6. Task of

6. Due by

Financial Statements approvals will no longer be added to the Consent Agenda, to allow for a full presentation to the Full Board.	Eve-Marie Dehondt	Future Board agendas
---	-------------------	----------------------

7. Action Agenda (Items pulled from the Consent Agenda for Separate discussion and consideration)

There was no action item pulled from the agenda

7. Follow-up Items

7. Task of

7. Due By

--	--	--

8. Reports

8.1 College Superintendent/President –Martha Garcia

Martha Garcia, Jessica Enders and Mac McGinnis provided a presentation on the College’s activities and construction plans. They reaffirmed that the Palm Springs Campus and the Cathedral City Roadrunner Motors were still in the works and scheduled for construction following further due diligence by the District.

8.1 Follow-up Items

8.1 Task of

8.1 Due by

None	None	None
------	------	------

8.2 Executive Director – Catherine Abbott

Catherine Abbott provided an overview of the College of the Desert and College of the Desert Foundation’s recent activities to the Board. She informed the Board that Campus Tours would be scheduled in January for small groups and would ramp up in February as the campus reopens to all the students. A schedule will be put together and will be listed on the Foundation’s website as the tours are being scheduled.

The Street Fair will also officially be back on the College of the Desert Palm Desert Campus at the beginning of January. Cathy Abbott also informed the Board that a photoshoot will be set on the Palm Desert Campus on Dec 7 and 8. Further information will be sent after this meeting

8.2.1 Annual Bond Committee Report (Diane Rubin)

Diane Rubin provided a presentation on the Annual Bond Committee Report. She invited the Board to join the next Bond Committee meeting on Zoom on December 14. The information to login will be provided to the Board before that meeting.

8.2 Follow-up Items	8.2 Task of	8.2 Due by
Information to join the next Bond Committee meeting on Zoom on December 14 will be sent to the Board.	Eve-Marie Dehondt	Dec 2, 2021
Information to join the Dec 7 and 8 photoshoots will be sent to the Board.	Eve-Marie Dehondt	Dec 2, 2021

8.3 Student Board Member Update – Amaris Guzman

Christine Anderson and Cathy Abbott welcomed Amaris Guzman, the new President of the ASCOD, as Hasan Rakipi just resigned. Amaris now becomes the new Student Foundation Board Member until the end of her term.

8.3 Follow-up Items	8.3 Task of	8.3 Due by
None	None	None

8.4 Development Update (Matt Durkan)

Matt Durkan provided an update on the recent activities from the Development Team and the significant gifts received since the last Board meeting. He also acknowledged the Board members who recently made a pledge or significant gifts for the current fiscal year. He provided an update on the recent President’s Circle and Academic Angels events, and on the Stepping Out for College of the Desert, and the donations and pledges received, as of this day. Membership renewal letters for Academic Angels and President’s Circle are being sent early December.

8.4.1 Legacy Leaders Update (Liz Chambers)

Liz Chambers and Peggy Cravens provided an update on the recent gift planning donations received, and on the November 21 Legacy Leader Reception that took place at Cuistot and which was well attended and successful.

8.4 Follow-up Items	8.4 Task of	8.4 Due by
None	None	None

9. Discussions & Action Items

9.1 Resolution of the Board of Directors of the College of the Desert Foundation Making Findings and determinations under AB 361 for Continued Virtual Meetings (Catherine Abbott)

The resolution presented provides the ability for the Board and associated Committees to host hybrid meetings (Online and In-Person or fully online) for the next 30 days. The Board agreed that hybrid meetings were recommended.

Christine Anderson indicated that this resolution will be added to the Board next meeting agenda until the State of Emergency is lifted in California and that this recurrent agenda item should be added to the Consent Agenda in the future.

9.1 Conclusion

Diane Rubin moved to approve the Resolution of the Board of Directors of the College of the Desert Foundation Making Findings and determinations under AB 361 for Continued Virtual Meetings. Tom Minder Seconded. Motion carried.

9.1 Follow-up Items	9.1 Task of	9.1 Due by
This resolution will be added to the Consent Agenda on the next Board agenda.	Eve-Marie Dehondt	January 2022

9.2 Recommendation to merge the Diversity Committee and the Nominating Committee (Barbara Fromm/Norma Castaneda)

Barbara Fromm provided background on the recommendation made to merge the Diversity Committee with the Nominating Committee, and have the Diversity Committee become an Ad-Hoc Committee of the Nominating Committee. Norma Castaneda, who was Chair of the Diversity Committee, will join the Nominating Committee. Their focus for this year will be to ensure diversity within the Board.

There was no further discussion.

9.2 Conclusion

Leslie Usow moved to approve the recommendation to merge the Diversity Committee with the Nominating Committee. Carol Fragen Seconded. Motion carried.

9.2 Follow-up Items	9.2 Task of	9.2 Due by
None	None	None

9.3 Recommendation to rename the Development Committee as Stewardship Committee (Joanne Mintz)

Joanne Mintz provided background on the recommendation made to rename Development Committee as the "Stewardship Committee". The Development has become a listening Committee with only reports and its members had agreed to refocus the committee on Stewardship and to rename it as such.

The Board discussed and agreed to postpone that name change, since it would require a By-Law change as the Development Committee is a Standing Committee. This could be done when the By-Laws will be reviewed and updated. In the meantime, the Development Committee will remain as such, and will focus on ensuring proper and systemized stewardship of the donors.

This item will be brought later in the year, when By-Laws are being updated.

9.3 Follow-up Items	9.3 Task of	9.3 Due by
This item will be brought later in the year, when By-Laws are being updated.	Catherine Abbott	End of 2022

9.4 Stepping Out For College of the Desert Update (Barbara Foster Monachino and Jane Saltonstall)

Barbara Foster Monachino and Jane Saltonstall provided an update on the Stepping Out for College of the Desert Gala.

9.4 Follow-up Items	9.4 Task of	9.4 Due by
None	None	None

9.5 Student Emergency Fund Balance

Tom Minder added this agenda item as the balance left in the Student Emergency Fund is at \$49,000, which represents approximately a month of funding, and the Board needed to discuss whether it should be replenished or if they should put it on a hiatus on the request received for Covid, as Covid is slowing down. To replenish this fund, fundraising would be required. The Student Emergency fund will continue to exist, but will remain in place for regular requests received and would not be Covid specific.

9.5 Conclusion

Tom Minder moved to put a pause on the Covid related Emergency Fund as of December 1, 2021, to be reviewed by the Foundation Board at their Board meeting scheduled in three months from this day, Barbara Fromm Seconded. Motion carried.

9.5 Follow-up Items**9.5 Task of****9.5 Due by**

The Student Emergency Fund balance related to Covid will be reviewed in March 2022.	Tom Minder	March 2022
---	------------	------------

10. Other Discussions & Future Agenda Items**10.1 Executive Committee Organizational Chart Restructuring (Christine Anderson)**

This item will be discussed in future meetings, as no new action have been taken.

10. Follow-up Items**10. Task of****10. Due by**

None	None	None
------	------	------

11. Adjournment

The Foundation President adjourned the meeting at 2:35PM.

Next Meeting: Wednesday, January 26, 2021 – 3PM